Town of Carlisle



TOWN WARRANT

With Finance Committee Recommendations

and Including Four-Year Capital Summary Plan
Finance Committee Hearing on the Warrant
Monday, April 11, 2022
Clark Room and via Zoom (Link to be published), 7:00 p.m.

Annual Town Meeting

Monday, April 25, 2022 Carlisle Public School, 6:00 p.m.

Town Elections

Tuesday, May 10, 2022 Town Hall Polls Open 7:00 a.m. to 8:00 p.m.

Please bring this report with you to Town Meeting

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Town of Carlisle

Volunteer Response Form

GOOD GOVERNMENT STARTS WITH YOU

Town government needs citizens who are willing to give time in the service of their community. If you are interested in serving on a town committee or board, please fill out this form, indicating your preference and return to: *The Board of Selectmen, P.O. Box 827, Carlisle, Massachusetts 01741.*

Name:	
Home Phone:	
Address:	
Occupation:	
Background:	
LIST IN ORDE	R OF PREFERENCE
PLANNING AND PRESERVATION	RECREATION
Conservation Commission	Recreation Commission
Planning Board Activities	Trails Committee
Board of Appeals	Youth Commission
Historical Commission	State Park Advisory Committee
Metropolitan Area Planning Council	
HOUSING	GENERAL GOVERNMENT
Affordable Housing Trust	Finance Committee
	Audit Committee
	Municipal Facilities Committee
EDUCATION	OTHER
Scholarship Advisory Committee	Council on Aging Cable TV Committee Hanscom Field Advisory Cmte
PERSONNEL	Americans with Disabilities Cmte
Personnel Committee	

Carlisle Town Meeting **Quick Start Guide**

Prepared by

Wayne Davis, Town Moderator

Each qualified inhabitant of the town has an indisputable right to vote upon every question presented, as well as to discuss it, or there is no Town Meeting. This is universally understood as the vital feature of the town system of government as practiced from a long time before the Declaration of Independence until the present.

Opinion of the Justices, 229 Mass. 601 (1918)

Town Meeting is a gathering of all people in the town who are eligible to vote, acting as the legislative branch of our local Town government. Almost uniquely in modern American public life, Town Meeting embodies direct – not representative – democracy. Welcome to Carlisle's Town Meeting.

This "Quick Start Guide" provides essential information to know in advance of the meeting, along with guidelines at the meeting itself. For further details, see "Carlisle Town Meeting Introduction and Procedures" available at the Town Meeting page at the Town website: www.carlislema.gov.

BEFORE THE MEETING – FAQs

What is the Warrant?

The agenda for the meeting is established in the Warrant, published beforehand. Each specific item in the Warrant is described in an "article" which provides notice of the matters to be taken up. As each article is taken up, the Moderator will ask someone to make a motion, which is a more precise statement of the action to be taken by Town Meeting.

Can I bring my kids to Town Meeting?

Yes, of course. If they can be reasonably quiet and well behaved, they may sit with you in the main auditorium. We particularly welcome middle and high school students who may be interested in witnessing democratic government in action. For those with smaller children, the Town typically sets up the school cafeteria with an audio and video feed and microphone, so that you can participate fully while your kids play in the corner. The Moderator appoints an Assistant Moderator to oversee this room. If you have further questions, you may contact the Town Clerk in person at Town Hall, via email at chinton@carlisle.mec.edu or phone at 978-369-6155.

What If I Need Special Accommodation to Be Able to Participate?

Carlisle welcomes the participation of all citizens at Town Meeting. We will do our best to help. If possible, please contact the Town Clerk (see previous paragraph) in advance to discuss any special needs, such as access or audio enhancement. Notice in advance of the meeting increases the likelihood of satisfactory accommodations.

AT THE MEETING GUIDELINES

The following guidelines exist to facilitate an orderly, dignified, respectful and fair discussion of issues leading to informed votes and good decisions. We all deserve the respect and courtesy of our neighbors, and we owe them the same. The Moderator will politely, but firmly enforce these guidelines, in appropriate circumstances for the benefit of all. This "Quick Start Guide" is just a summary.

Addressing the Meeting

- 1. Wait to be recognized (given the floor) by the Moderator. *Exception:* You may rise from your seat and loudly call "Point of Order" if you wish immediately to challenge the appropriateness of the procedure then being followed.
- 2. The usual time limit for comments from the floor is three (3) minutes, but your neighbors will appreciate if you limit yourself to two minutes (and you'll likely be more persuasive too).
- 3. Begin by stating your name and address (or name and board/committee you represent if speaking in an official capacity).
- 4. Speak only to the motion before the Meeting at the time.
- 5. Address your remarks to the Moderator. No personal speech- you may reference or respond to a prior speaker's comments, but do not engage in personal commentary, e.g., about the person, his or her character, *etc*.
- 6. Rude or disrespectful speech will not be tolerated.
- 7. While anyone may speak on a motion more than once, no one may speak a second time until everyone who so wishes has spoken once. Repetitive or redundant comments should be avoided.

Questions

Speakers may ask a question of another person in the hall (typically, a prior speaker or Town official), but that question must be addressed through the Moderator. For example, "Mr. Moderator, I have a question for the Finance Committee Chairman." The Moderator will determine whether and when to have the question answered. Dialogue between two persons is not allowed.

Moving/Calling the Question (Ending Debate)

A speaker may not participate in debate and then finish their comments with a motion to move/call the question. Such a motion must be the only thing the speaker says on that trip to the microphone. The Moderator may exercise his discretion not to entertain such motions if, in his judgement, the motion is premature.

Amendments

Simple amendments to a motion that change only a few words or numbers can be moved verbally. All other amendments must be presented to the Moderator in writing. All amendments must be "within the scope" of the article under consideration, i.e., broadly consistent with the issue as described in the article.

Voting

The Moderator will generally call for a voice vote. When a count is required, the Moderator will ask for a show of hands. Please follow instructions given at these times. After voting by any method, the Moderator will declare the outcome. Any seven (7) voters may challenge the Moderator's call of the vote and demand a formal count (or re-count). Such a challenge must be made immediately after the Moderator declares the outcome. The challenger should immediately call out, "I question the vote!" and then the Moderator will ask whether six additional voters also wish to challenge the declared outcome.

Point of Order

You may rise and call out loudly "Point of Order" to either ask question the appropriateness of the procedures or to challenge any of the Moderator's rulings.

For further information see the Town Meeting page at www.carlislema.gov or you may contact the Moderator at moderator@carlislema.gov.

GLOSSARY OF TERMS

Conservation Fund: Raised by the Town and expended by vote of the Conservation Committee for land purchases or any other conservation use. This fund may be invested and accrue interest.

Capital Exclusion: A town may assess taxes in excess of its Levy Limit by voting a Capital Exclusion. Capital exclusions do not become part of the Levy Limit base but increase the property tax for only the year in which they are passed. This can be used only for capital outlay expenditures.

Chapter 90: Chapter 90 is a 100% reimbursable program. Each year an amount approved by the State is authorized at Town Meeting to be expended for maintaining, repairing, improving, and constructing Town roads and bridges (pathways are also included) that qualify under State Aid Highway Guidelines. All projects must be pre-approved by the State and work completed before the State will reimburse the Town 100% for its expenditures.

Community Preservation Act: The Community Preservation Act is statewide enabling legislation to allow cities and towns to levy a property tax surcharge of up to 3.0% on real property for the purpose of creating a local community preservation fund and qualifying for state matching funds. Carlisle voted to levy a 2% surcharge. CPA funds can be used to acquire and protect open space, preserve historic buildings and landscapes, and create and maintain affordable housing. Annually, at least 10 percent of the funds must be earmarked for each of these areas with the remaining 70 percent available to allocated among the three areas, plus active recreation, or set aside for future spending.

Debt Exclusion: A town may assess taxes in excess of its Levy Limit by voting a Debt Exclusion. Debt exclusions are temporary property tax increases. The amount of this excluded debt does not become part of the Levy Limit base but is added on for the duration of the debt. Most of Carlisle's bonded indebtedness is excluded debt outside the levy limit.

Free Cash: A budgetary fund balance built up over time if town receipts exceed expenditures. Once a year the Town's Free Cash balance is certified by the State (reserving amounts we know have been committed to spend), and this balance can be used to reduce the tax levy. Credit rating agencies and other members of the financial community use this, in conjunction with a Stabilization Fund and other factors, to make judgments regarding a community's fiscal stability.

Levy: The total amount the Town raises through property taxes.

Levy Limit: This is the maximum amount a community can raise through taxes without an override. Under Proposition 2 1/2 the Levy can be raised only 2 1/2 % over the previous year's Levy plus an amount reflecting new growth in the total tax base in the Town. The Assessors must document this new growth and receive approval from the Department of Revenue before it can be added. A town may also increase its levy limit by voting an override.

Long Term Debt: Loans and obligations with a maturity of longer than one year; usually accompanied by interest payments. Long Term Debt represents a commitment of taxable resources over the period of debt repayment. In Town budgets it represents a line item expense that local

governments must budget to support voted debt.

New Growth: The taxing capacity added by new construction and other increases in the property tax base. New Growth is calculated by multiplying the value associated with the new construction by the tax rate of the previous fiscal year. Increases as a result of revaluation or appreciation do not factor into new growth.

Override: A Levy Limit Override provides a community with flexibility to levy more than their levy limit and is used to obtain additional funds for annual operating budgets and fixed costs. An Override is a permanent increase in the amount of property taxes a community may levy. The Override becomes a permanent part of the Levy Limit base in future years.

Proposition 2 1/2: A State law that restricts the amount of taxes that a City or Town can raise and the amount taxes can increase each year without an override.

Regional School Debt: Under Proposition 2 ½ a member of a regional governmental unit may exclude its assessed share of debt service on district borrowings. This form of debt exclusion is proportionally assessed to each community over the life of the debt. It does not become part of the Levy Limit base.

Reserve Fund: This fund is established by the voters at the Annual Meeting and may be added to at a Special Town Meeting. It may not exceed 5% of the tax levy of the preceding year. Transfers from this fund are within the exclusive control of the Finance Committee and are for "extraordinary or unforeseen expenditures" by various town departments.

Revolving Fund: A Revolving Fund allows the town to receive revenues for a specific service, which can then used for that specific purpose without appropriation. Revolving Funds must be reauthorized by town meeting each year and a limit on the total amount that can be spent from each fund is established at that time.

Stabilization Fund: A stabilization fund is analogous to a bank account, town meeting can appropriate (make deposits) into for use at a future time. Sometimes seen as a "rainy day" fund, this fund is used to stabilize the financial picture of the community and can be appropriated from by a two-thirds vote at town meeting for any legitimate municipal purpose. Credit rating agencies and other members of the financial community use this, in conjunction with Free Cash and other factors, to make judgments regarding a community's fiscal stability.

Tax Rate: The dollars paid by the taxpayer per thousand dollars of the taxpayer's assessed property value.

To the Voters of Carlisle:

The Carlisle Finance Committee has completed its budget review and presents its recommendations concerning the Fiscal Year 2023 ("FY23") budget in the attached Warrant Book. Please refer to the glossary at the end of this Warrant Book for an explanation of the terms used in this letter.

Introduction

The Finance Committee, appointed by the Select Board, advises the Town Meeting on financial matters. Per Town Bylaw, members of the Finance Committee are not permitted to be part of any department, board or committee that might request or expend Town funds.

The Committee, as required by law, presents a balanced budget to the annual Town Meeting. Town expenditures are fully funded by revenues from property taxes within the Levy Limit, state aid, forecasted local receipts (such as excise taxes), and transfers from Free Cash.

Budget Process

FY23 has been a relatively normal year for the Town, in financial terms, after two years strongly shaped by the pandemic. The budget process began with a meeting in September with the Select Board to understand their priorities followed by a letter from the Committee to all departments, boards and committees requesting information about current expenditures and a proposed budget for FY23.

In late October, we had public meetings with all budgeting entities to review their submissions. In November and December we held follow up discussions with some departments, either for our clarification or by their request, and with the Select Board. In late December we issued our preliminary budget to all parties.

In January and February, we refined the budget, looked at the financial impact on the Town, reviewed likely capital and other financial Warrants, and met again with the Select Board. This iterative process culminated in the Finance Committee voting to approve the FY23 budget in this Warrant Book on March 7, 2022 and presenting it to the Select Board on March 8, 2022.

Balancing the Budget

The balanced budget presented in the Warrant Book meets the basic municipal and educational needs of the Town of Carlisle, including the Carlisle Public School (CPS) and the Concord-Carlisle Regional School District (CCRSD). The budget assumes the approval of all financial articles in the Warrant. And, as has been the case for many years, does not require a Proposition 2 ½ override vote.

The perennial challenge faced in budgeting for the Town is limited growth in revenue and constant upward pressure on costs. The Town is almost completely reliant on residential property taxes, as constrained by Proposition 2 ½. New construction can enhance this but Carlisle, like

other affluent suburbs, experiences relatively slow growth in new properties. Some towns have commercial zones that can mitigate this. In FY22, new growth has been well below the average for the last decade, possibly because of the pandemic. We expect growth to rebound in FY23. New growth helps to spread the tax burden but, because we are well below the Levy Limit, it is not needed to finance the ongoing operations of the Town this year.

The Town has received a significant grant through the American Rescue Plan Act (ARPA) intended by Congress to offset the impact of the pandemic. The Select Board has established an ARPA committee which is in the process of allocating some of the available funds. It is the Finance Committee's expectation that the ARPA committee will propose using those funds mainly for capital and other one-time costs thereby easing the pressure on the overall Town budget.

It is recurring costs that drive the expense side: contractual wage increases, other wage and salary adjustments, new positions, and health insurance, OPEB and retirement. Debt service for the Carlisle School and the high school is going down but is still substantial. As has been stressed in recent Town Meetings, many Town buildings need major investments. The pressure placed on our taxpayers will not abate in the foreseeable future.

Revenue

The Finance Committee forecasts that FY23 revenue from all available sources (property taxes, state aid, local receipts and fund transfers) will grow by 2.5%. This includes a 3.7% increase in aggregate property taxes, as compared with a 2.4% increase in property tax revenue in FY22. The difference is mainly a result of using less Free Cash to balance the budget.

The shutdowns in the first months of the pandemic generated more Free Cash than usual which we were able to apply in FY22. In addition, as will be explained below, we anticipate that FY24 may be more difficult than FY23 and believe it is prudent to reserve Free Cash in case it is needed. We note that using FY19 as the base year, the total increase in property taxes over the next three years was a cumulative 2.8% or less than 1% per year.

Free Cash is the accumulated result of unexpended budget appropriations in prior years and of unanticipated revenues. Our policy has been to apply Free Cash to one-time or non-recurring items. For FY23, we propose to use Free Cash to pay for the Capital Warrant of \$269,000. If this article does not pass, the Free Cash will become part of next year's balance.

Assuming this article passes the Town will be left with cash Reserves (Free Cash plus Stabilization Fund) of \$3,841,772 or just under 12% of the FY23 Budget, which accords with the Finance Committee's longstanding police of maintaining Reserves at between 10% and 12% of the budget.

Levy Limit Spending

Total budgeted expenditures within the Levy Limit will increase 2.5% as compared to FY22. Town Hall, including such key functions as Town Administration, Treasurer, Town Clerk, Assessor and Planning shows the largest percentage increase: 15.1%. Several senior positions are being filled as a result of retirements and one death. In today's market, this translates into

higher salaries. There is one new position proposed, that of an Assistant Town Administrator who would also oversee human resources for the Town.

The police budget increases 3.8% prior to the completion of the current contract negotiations. This reflects the cost of adding two full-time officers, a cost partially offset by a reduction in overtime. This change is a kind of unfunded state mandate caused by the passage last year of the police reform act by the Legislature. This act makes it very difficult for communities to employ part-time officers to carry out routine policing functions.

Education, long a priority of the Town, comprises 60% of the overall budget (excluding the cost of health insurance and debt for the Carlisle School). In FY23 this category will increase 2.6% versus last year's increase of 1.8%. For FY22, we benefitted from a reduction in the share of students at the high school who live in Carlisle. That share is expected to be level in FY23, based on the enrollment at the high school as of October 1, 2021. For the coming year, the Carlisle School's budget is up 3.0%, which is less than the 4.3% this year and the high school will be up 2.5%.

These numbers do not reflect the trend in enrollment. Carlisle has had two consecutive years of lower charges from CCRSD. Current enrollment in the K-8 schools in both Towns indicates that the Carlisle share will rise in FY24 and FY25, perhaps adding over \$1,000,000 to our cost. It is for this reason the Finance Committee has recommended using a lower-than-average amount of Free Cash this year, holding some in reserve for the challenges of FY24.

Debt payments for both CCRSD and the Town will be down in the coming year. Kim Kane, our Town Finance Director, and the Business Manager for the high school were able to refinance the respective debt last summer taking advantage of lower rates. The principal due for this debt, attributable primarily to the construction of new buildings, is gradually going down. For Carlisle, in FY24, this may be offset by our increased share of the student population.

The change in the health insurance carrier this year to MIIA kept those costs flat. However, the rate is expected to go up 3.7% next year which, given what we know about health insurance, is a moderate increase. Payment to the Middlesex Retirement System is going up 6.1%, a product of the continued effort to amortize its members' pension obligations by 2038.

Contractually obligated wage increases (Education, Police, Communications) and cost of living adjustments continue to drive expenditures across all Town departments. The Finance Committee has set a policy of providing \$215,000 annually for the Trust for OPEB, which stands for Other Post-Employment Benefits – mainly health insurance for retirees. The irrevocable Trust that was established last year has been certified and our liability has dropped from \$20,321,196 to \$10,769,808. This is still a substantial sum and demands close attention.

Excess Levy Capacity

The FY23 budget recommendation results in an Excess Levy Capacity of \$3,162,550 up slightly from the current Fiscal Year. Excess Levy Capacity is the difference between the amount the Town can tax its residents under Proposition 2 ½ and the actual amount needed to pay for that year's budget. Carlisle has maintained extra Levy Capacity since FY12 through prudent spending, the application of Free Cash and the use of excluded debt.

The Excess Levy Capacity is a healthy 9% of the projected FY23 budget. It represents potential resources should the Town encounter a new fiscal crisis or a need for a major investment.

Debt Exclusion

There is one Warrant Article, Article 20, submitted by the Concord-Carlisle Regional School District to repave the main road at the high school and repair the sidewalks and lighting. If this Article passes at Town Meeting and subsequently at the Town Election, the Carlisle portion will be added to our current Exempt Debt of \$2,259253. It will not require a debt payment in FY23.

Finance Committee Conclusions

No one knows what the pandemic may bring in the future but, so far, the Town of Carlisle has not suffered financially. Many staff members, from the School to the Police and Fire to the Board of Health and others, have worked to mitigate the human impact. Any extra costs have been borne by federal aid with the most recent, ARPA, offering unexpected benefits over the next few years.

Nevertheless, the Finance Committee is concerned about the overall growth in spending in the years ahead:

- Given the character of Carlisle, new residential growth will remain modest.
- Debt service at 7% of the operating budget is significant. New capital or building projects may offset reductions from declining payments for the new schools.
- Maintenance of all Town buildings will demand major investments for several more years and should never decline to the level of a decade ago.
- Inflation has returned as a national issue and may impact the costs of everything from fire engine fuel to roof repair to school supplies and insurance.
- FY24 may pose a special challenge because of the shift toward Carlisle in the CCRSD's enrollment. Seemingly small percentage changes bring along large dollars.
- Contractual wage increases put upward pressure on all departmental budgets and flow into future retirement and OPEB obligations.

Th Finance Committee supports efforts by the Select Board and Town managers to pursue more efficient ways to deliver Town services, such as sharing resources and staff among departments and purchasing services from adjacent towns on a regional basis. Innovative ways to generate revenue, as with the solar panels at the School parking lot, are encouraged.

The Finance Committee is committed to balancing, in a prudent way, the needs of Town residents for high quality services and the demands placed on residents to fund them.

We would like to thank the Town Administrator, the Finance Director/Treasurer, Town Accountant, the School Superintendents, and the many Town staff who have helped to develop the FY23 budget presented today.

We welcome citizen input into the process beyond the Town Meeting. Committee meetings are posted on the Town's website and in the Mosquito.

We invite you to review the material in this Warrant Book and attend the Finance Committee hearing either in person or virtually on Monday, April 11, 2022, at 7:00 p.m. Zoom access is available by contacting the Chair at carlislefincom@gmail.com.

Sincerely,

The Carlisle Finance Committee

Jim Darr, Chair Lynne Lipinsky, Vice Chair James Catacchio Aaron D'Elia Victor Liang Melissa Sampson McMorrow Scott Triola

WARRANT ANNUAL TOWN MEETING – APRIL 25, 2022 THE COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

To any of the Constables of the Town of Carlisle in the County of Middlesex:

GREETINGS

IN THE NAME OF the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and Town affairs, to meet in the Corey Auditorium at the Carlisle Public School, 83 Church Street, in said Carlisle on Monday, April 25th next, at six o'clock in the afternoon, and thereafter continuing from day to day until completed, then and there to act on the following Articles:

CONSENT AGENDA

In an effort to streamline Town Meeting and make it more inviting to voters, the Select Board will propose a Consent Agenda. The Select Board, in consultation with the Moderator and Finance Committee, identifies warrant articles that are unlikely to generate controversy and can be voted on without debate. These uncontroversial warrant articles are then grouped together as a Consent Agenda to be acted upon pursuant to a single motion, and to be passed without debate.

THE TOWN WILL BE ASKED TO APPROVE THE USE OF A CONSENT AGENDA UNDER ARTICLE 1.

ARTICLE 1 – Consent Agenda: To see if the Town will vote to adopt certain procedures to govern the conduct of the 2022 Annual Town Meeting, or to take any other action related thereto. (SELECT BOARD)

Summary: The Consent Agenda procedure speeds the passage of Articles that the Select Board anticipate, in consultation with the Moderator and Finance Committee, are likely to generate no controversy and can be properly voted on without debate. The purpose of the Consent Agenda is to allow these Articles to be acted upon pursuant to a single motion, and to be passed without debate. As of the publication of the warrant, the Select Board intends to recommend that the following Articles be acted upon under the Consent Agenda: Articles 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, and 12. The Articles to be taken up under the Consent Agenda are identified by a double asterisk (**).

If Town meeting approves the use of the Consent Agenda, the Moderator will call out the article numbers one by one. If you object to any particular article being included in the Consent Agenda, please say the word "Hold" in a loud voice when the article number is called. That article will then be removed from the Consent Agenda and restored to its original place in the Warrant, to be debated and voted upon in the usual manner. After the calling of the individual Articles in the Consent

Agenda, the Moderator will entertain a SINGLE MOTION that all items remaining on the Consent Agenda be acted upon favorably by the voters.

Please carefully review the list of proposed Articles, which appears in the printed Warrant Book that is mailed to each home. If you have any questions about the Consent Agenda or procedure, please contact the Town Administrator at 978-371-6688 before Town Meeting.

Finance Committee: Recommends passage of all the articles included in the Consent Agenda.

Select Board: The Select Board recommends passage of all the articles included in the Consent Agenda.

ARTICLE 2 - Town Reports**: To see if the Town will vote, hear and act upon the reports of Town Officers, Boards, Committees, Commissioners, and Trustees, or to take any other action related thereto. (SELECT BOARD)

Summary: M.G.L. c. 40, § 49 requires that the Select Board publish an Annual Town Report containing reports and information from all Town Departments. Town Meeting is asked to accept the annual report as a routine matter.

ARTICLE 3 - Salaries of Elected Officials **: To see if the Town will vote to fix the salaries of the elected officers of the Town, as provided by M.G.L. c. 41, §108, as amended, for the Fiscal Year 2023, beginning July 1, 2022, or to take any other action related thereto.

	-	Voted FY'21	Voted FY'22	Recommended FY'23
Moderator		\$50	\$50	\$50
Town Clerk		\$64,452	\$75,000	\$76,688
A a a a a a a a a a a	Chairman	\$100	\$100	\$100
Assessors -	Second Member	\$100	\$100	\$100
	Third Member	\$100	\$100	\$100

(SELECT BOARD/FINANCE COMMITTEE)

Summary: M.G.L. c. 41, § 108 requires that the salaries of all elected officials be set by Town Meeting. The Moderator and the members of the Board of Assessors receive a stipend; the Town Clerk is the only elected official that is paid a salary.

ARTICLE 4 – Actuarial Valuation of Post-Employment Benefits:** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, a sum of money to be spent by the Select Board for professional services in connection with GASB 45 actuarial valuation of post-employment benefits for the Town, or to take any other action related thereto. (SELECT BOARD/FINANCE COMMITTEE)

Summary: This Article plans for and budgets a percentage of the cost of the actuarial valuation that the Treasurer must do every two years. Historically, we have appropriated \$3,000 annually. The Finance Committee recommends an appropriation of \$3,000 for FY2023.

ARTICLE 5 – Revaluation **: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, a sum of money to be spent by the Board of Assessors for professional services and other related expenses in connection with revaluation of real estate and personal property in the Town, or to take any other action related thereto. (SELECT BOARD/FINANCE COMMITTEE)

Summary: The Town must now perform a full revaluation of all property every five years. These funds are used to retain the services of consultants who assist in the full revaluation. It has been recommended to increase this amount to \$10,000 annually.

ARTICLE 6 – Real Estate Tax Exemption **: To see if the Town will vote to authorize the Board of Assessors, pursuant to M.G.L. c. 59, §5 (clause 41C), to grant an additional real estate tax exemption of up to one hundred percent (100 %) of the amount permitted by this statute, or to take any other action related thereto. (SELECT BOARD/BOARD OF ASSESSORS)

Summary: Town Meeting is asked to annually authorize the Board of Assessors to grant the maximum real estate tax exemption allowable under statute to qualified applicants, e.g., seniors, veterans and the disabled.

ARTICLE 7 - FY 2023 Chapter 90 Authorization**: To see if the Town will vote to accept \$252,100 from the Commonwealth of Massachusetts to be used for reconstruction and improvements of public ways, as provided for under the provisions of M.G.L. c. 90, or to take any other action related thereto. (SELECT BOARD/FINANCE COMMITTEE)

Summary: The Commonwealth of Massachusetts funds roadway repairs pursuant to M.G.L. c. 90. The Town will receive approximately \$252K in Chapter 90 funds in FY2023. The DPW again plans to expend FY2023 Chapter 90 funds for milling and paving portions of Acton Street, Curve Street and Pheasant Hill Lane as they were unable to complete these projects last year.

ARTICLE 8 - Department Revolving Funds Authorization:** To see if the Town will vote to amend Article XVI, of the Town Bylaw, Revolving Funds, in order to reauthorize certain revolving funds in accordance with M.G.L. c. 44, §53E1/2, and to set the limit on the total amount that may be spent from each revolving fund for Fiscal Year 2023, or to take any other action related thereto. (SELECT BOARD/FINANCE COMMITTEE)

Summary: M.G.L. c. 44, § 53 E1/2 requires annual authorization of departmental revolving funds which are self-supporting and pay for departmental expenses from user fees and charges.

ARTICLE 9 – PEG (Public, Educational, Government) Local Access Appropriation:** To see if the Town will vote to appropriate the sum of \$100,000 from the PEG (Public, Educational, Governmental) Local Access Receipts reserved for appropriation special revenue account for the purpose of providing local cable access services, equipment and programming for the Town of Carlisle, or to take any other action related thereto. (SELECT BOARD)

Summary: The General Laws require us to deposit all revenue we receive under the subscriber provisions of our license agreement with Comcast into a special revenue fund for PEG Local Access and then withdraw funds as necessary at a Town Meeting. Since October 2018, the Town has contracted with the Town of Concord for local cable access programming. The estimated cost to provide service to Carlisle in FY2023 is approximately \$100,000.

ARTICLE 10 – FY23 Salary/Wage Table:** To see if the Town will vote to adopt the Town of Carlisle, Massachusetts FY 2023 Classification & Compensation Plan, as shown below, or take any other action in relation thereto. (SELECT BOARD)

Summary: The annual salary/wage tables used by non-union Town employees must be approved by Town Meeting each year. This article appears in the form of a classification table, listing all positions by pay grade and the actual wage/salary table that list all Grades/Steps for all fourteen classifications. This table expresses the wages effective July 1, 2022 when the 2.25% wage adjustment has been applied.

TOWN OF CARLISLE, MASSACHUSETTS FY 2023 CLASSIFICATION & COMPENSATION PLAN

Permanent Full and Part-time Employees

Salaries shown are hourly and annual based on 52 weeks / year

Grade 1

None

Grade 2

Library Assistant II Transfer Station Operator Van Driver

Grade 3

Administrative Assistant to Historical Commission Administrative Assistant to Zoning Board Driver/Operator/Laborer Library Assistant II Maintenance Custodian

Grade 4

Administrative Assistant to COA Administrative Assistant to Fire Chief Administrative Assistant to Police Chief Library Assistant I Transportation Coordinator Heavy Equipment Operator/Laborer

Grade 5

Administrative Assistant to BoH Administrative Assistant to Building Dept COA Program Manager Assistant Town Clerk

Grade 6

Administrative Assistant to Assessor Children Librarian Finance Clerk Mechanic Administrative Assistant to Conservation Comm Staff Librarian

Grade 7

Assistant to Treasurer/HR Assistant Executive Assistant to TA/SB Assistant to Planner Outreach Coordinator/Program Manager Assistant Health Agent General Foreman

Grade 8

COA Social Services Manager

Grade 9

Assistant Treasurer-Collector Assistant Library Director COA Director Conservation Administrator Planning Board Administrator

Grade 10

Building Commissioner Health Agent Recreation Director

Grade 11

Chief Assessor Library Director Town Accountant

Grade 12

DPW Superintendent

Grade 13

Finance Director/Treasurer

Grade 14

None

FY23 Town of Carlisle Wage/Salary Schedule					
		FY23	1.0225		
STEP	1	2	3	4	5
Grade 1	\$19.22	\$19.55	\$19.89	\$20.22	\$20.55
Grade 2	\$20.95	\$21.32	\$21.68	\$22.04	\$22.40
Grade 3	\$22.84	\$23.24	\$23.63	\$24.03	\$24.43
Grade 4	\$24.91	\$25.34	\$25.77	\$26.20	\$26.63
Grade 5	\$27.14	\$27.61	\$28.08	\$28.55	\$29.02
Grade 6	\$61,524.77	\$62,586.53	\$63,648.28	\$64,710.04	\$65,771.80
	\$29.58	\$30.09	\$30.60	\$31.11	\$31.62
Grade 7	\$67,674.80	\$68,845.46	\$70,016.11	\$71,186.77	\$72,357.42
	\$32.54	\$33.10	\$33.66	\$34.22	\$34.79
Grade 8	\$74,437.39	\$75,725.11	\$77,012.83	\$78,300.55	\$79,588.27
	\$35.79	\$36.41	\$37.03	\$37.64	\$38.26
Grade 9	\$82,621.09	\$84,050.38	\$85,479.67	\$86,908.96	\$88,338.25
	\$39.72	\$40.41	\$41.10	\$41.78	\$42.47
Grade 10	\$91,711.36	\$93,298.55	\$94,885.74	\$96,472.94	\$98,060.13
	\$44.09	\$44.86	\$45.62	\$46.38	\$47.14
Grade 11	\$101,806.23	\$103,567.66	\$105,329.09	\$107,090.52	\$108,851.95
	\$48.95	\$49.79	\$50.64	\$51.49	\$52.33
Grade 12	\$113,003.67	\$114,958.40	\$116,913.12	\$118,867.85	\$120,822.57
	\$54.33	\$55.27	\$56.21	\$57.15	\$58.09
Grade 13	\$125,426.24	\$127,596.04	\$129,765.84	\$131,935.63	\$134,105.43
	\$60.30	\$61.34	\$62.39	\$63.43	\$64.47
Grade 14	\$139,220.93	\$141,627.59	\$144,034.24	\$146,440.89	\$148,847.54
	\$66.93	\$68.09	\$69.25	\$70.40	\$71.56

FY23 Town	of Carlisle Wag	e/Salary Schedul	e (cont.)		
STEP	6	7	8	9	10
Grade 1	\$20.88	\$21.22	\$21.55	\$21.88	\$22.21
Grade 2	\$22.77	\$23.13	\$23.49	\$23.85	\$24.22
Grade 3	\$24.82	\$25.22	\$25.61	\$26.01	\$26.41
Grade 4	\$27.06	\$27.49	\$27.92	\$28.35	\$28.77
Grade 5	\$29.49	\$29.96	\$30.43	\$30.90	\$31.37
Grade 6	\$66,833.56	\$67,895.31	\$68,957.07	\$70,018.83	\$71,080.59
	\$32.13	\$32.64	\$33.15	\$33.66	\$34.17
Grade 7	\$73,528.08	\$74,698.73	\$75,869.39	\$77,040.04	\$78,210.70
	\$35.35	\$35.91	\$36.48	\$37.04	\$37.60
Grade 8	\$80,875.99	\$82,163.71	\$83,451.43	\$84,739.15	\$86,026.87
	\$38.88	\$39.50	\$40.12	\$40.74	\$41.36
Grade 9	\$89,767.54	\$91,196.82	\$92,626.11	\$94,055.40	\$95,484.69
	\$43.16	\$43.84	\$44.53	\$45.22	\$45.91
Grade 10	\$99,647.32	\$101,234.52	\$102,821.71	\$104,408.90	\$105,996.09
	\$47.91	\$48.67	\$49.43	\$50.20	\$50.96
Grade 11	\$110,613.37	\$112,374.80	\$114,136.23	\$115,897.66	\$117,659.09
	\$53.18	\$54.03	\$54.87	\$55.72	\$56.57
Grade 12	\$122,777.30	\$124,732.02	\$126,686.75	\$128,641.47	\$130,596.20
	\$59.03	\$59.97	\$60.91	\$61.85	\$62.79
Grade 13	\$136,275.23	\$138,445.02	\$140,614.82	\$142,784.62	\$144,954.42
	\$65.52	\$66.56	\$67.60	\$68.65	\$69.69
Grade 14	\$151,254.19	\$153,660.84	\$156,067.49	\$158,474.14	\$160,880.79
	\$72.72	\$73.88	\$75.03	\$76.19	\$77.35

ARTICLE 11 – Accept fire protection easement Stillmeadow Farm North development:**

To see if the Town will vote to authorize the Select Board to accept a fire protection easement for Stillmeadow Farm North, or take any other action related thereto. (SELECT BOARD)

Summary: In a special permit decision filed with the Town Clerk on July 19, 2021, the Planning Board approved construction of a common driveway to serve four new house lots located on property known as Stillmeadow Farm. The approved plans for the common driveway included a 30,000 gallon fire cistern located at the first turnout off Acton Street for purposes of providing a fire protection water source to serve the four new lots. The Planning Board included a condition in the special permit requiring that the applicant grant a

Fire Protection Easement to the Town, for nominal consideration, granting the Town and its agents (i.e., the Fire Department) access to and use of the fire cistern. Given that this easement is an interest in real property, acceptance of the easement requires Town Meeting approval.

ARTICLE 12 – Rescind \$864,742 in borrowing authority authorized under Article 17 of the 2019 ATM (Police Station)**:

To see if the Town will vote to rescind \$864,742 in borrowing authority originally authorized under Article 17 of the 2019 Annual Town Meeting, for the Select Board to design, construct, remodel, rehabilitate and/or modernize the Carlisle Police Station, or take any other action related thereto. (SELECT BOARD)

Summary: It has been determined by the Town not to move forward the project as authorized in 2019, and any future projects/improvements will be re-evaluated under the Public Safety Facilities Task Force.

ARTICLE 13 - Fiscal Year 2022 Budget Transfers: To see if the Town will vote to transfer sums of money into various line items of the Fiscal Year 2022 operating budget from other line items of said budget, from unexpended funds in various accounts or from other available funds, or to take any other action related thereto. (SELECT BOARD/FINANCE COMMITTEE)

FY2022 Budget Transfers

Transfer from:

01914	Group Insurance	101,477
	Total	101,477
Transfer to:		
01122	Selectmen	6,000
01129	Town Administrator	21,039
01135	Town Accountant	23,479
01136	Audit	5,500
01192	Town Hall	25,000
01610	Library Blanket Ins. & Workers	2,040
01919	Comp.	18,419
	Total	101,477

Summary: This Article would permit the Town to transfer funds from line items running a surplus this fiscal year to other line items currently running a deficit in order to balance the operating budget at the end of FY22.

Finance Committee: Recommends passage of Article 13.

Select Board: Recommends passage of Article 13.

ARTICLE 14 – FY2023 Operating Budget: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, a sum of money to fund the various departments, boards, commissions, and operating expenses of the Town for the Fiscal Year 2023, beginning July 1, 2022, or to take any other action related thereto. (SELECT BOARD/FINANCE COMMITTEE)

	FY2022		FY2023
	Budget	Re	commended
General Government			
General Expense & Town Hall	\$ 931,720	\$	1,149,836
Citizen Recognition	\$ 275	\$	275
Treasurer	\$ 277,479	\$	295,278
Town Clerk	\$ 114,888	\$	123,689
Assessors	\$ 170,296	\$	212,235
Planning Board	\$ 120,200	\$	136,492
Energy Task Force	\$ 3,500	\$	3,500
sub-total	\$ 1,618,358	\$	1,921,305
Protection of Persons & Property			
Police	\$ 1,825,226	\$	1,895,874
Fire	\$ 675,349	\$	698,162
Communications	\$ 438,847	\$	456,480
Conservation	\$ 169,373	\$	169,189
Dog & Animal Control	\$ 15,557	\$	15,557
Inspection Services	\$ 40,348	\$	41,123
Street Lighting	\$ 4,000	\$	4,000
sub-total	\$ 3,168,700	\$	3,280,385
Public Works			
Department of Public Works	\$ 820,273	\$	838,456
Snow & Ice	\$ 90,000	\$	90,000
Transfer Station	\$ 264,731	\$	264,918
Road Maintenance	\$ 88,416	\$	88,416
sub-total	\$ 1,263,420	\$	1,281,790
Health & Human Serivces			
Youth Commission	\$ 4,015	\$	4,015
Board of Health	\$ 127,036	\$	142,267
Council on Aging	\$ 245,585	\$	238,697
Veteran's Agent	\$ 20,000	\$	20,000
sub-total	\$ 396,636	\$	404,979

		FY2022		FY2023
		Budget	R	ecommended
Education				
Carlisle Public School	\$	12,056,751	\$	12,418,454
CCRSD (w/o debt)	\$	6,199,628	\$	6,356,769
CCRSD Debt Service	\$	950,726	\$	927,815
Vocational	\$	123,119	\$	130,000
Vocational Debt Service	\$	4,702	\$	4,702
sub-total	\$	19,334,926	\$	19,837,740
Culture & Recreation				
Library	\$	667,080	\$	667,983
Recreation	\$	198,011	\$	201,072
sub-total	\$	865,091	\$	869,055
Insurance & Fringe				
Blanket Insurance	\$	299,000	\$	328,900
Group Insurance & Medicare	\$	1,418,138	\$	1,460,111
OPEB Trust	\$	215,000	\$	215,000
County Retirement	\$	1,192,106	\$	1,265,339
Unemployment Insurance	\$	50,000	\$	50,000
sub-total	\$	3,174,244	\$	3,319,350
Unclassified				
Interest, Fees & Costs	\$	1,000	\$	1,000
Public Celebrations	\$	1,000	\$	1,000
Reserve Fund Balance	\$	150,000	\$	200,000
sub-total	\$	152,000	\$	202,000
Debt				
Debt Service	\$	1,473,578	\$	1,331,438
sub-total	_	1,473,578	\$	1,331,438
Total Operating Budget	\$	31,446,953	\$	32,448,042

Finance Committee: Recommends passage of Article 14.

Select Board: Recommends passage of Article 14.

ARTICLE 15 – Capital Equipment: To see if the Town will vote to transfer from Free Cash the sum of \$269,000 to be used for capital equipment, or to take any other action related thereto. (FINANCE COMMITTEE)

Long Term Capital Requirements

FY2023

Department	Project/Program	Amount	Appropriation Expires
Police Dept.	Hybrid Cruiser	\$60,000	June 30, 2025
Police Dept.	AFIS Machine	\$20,000	June 30, 2025
Police Dept.	Firearms	\$10,000	June 30, 2025
Fire Dept.	UTV/Trailer	\$45,000	June 30, 2025
DPW	One Ton Dump Truck	67,000	June 30, 2025
DPW	One Ton Dump Truck	67,000	June 30, 2025
	Totals:	\$269,000	

Summary: These capital items are recommended by the Finance Committee, who are now responsible for making both operating and capital budget recommendations. It is a sparse list of equipment considered to be the most necessary for FY23.

Finance Committee: Recommends passage of Article 15.

Select Board: Recommends passage of Article 15.

ARTICLE 16 – Municipal Facilities: To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow pursuant to any applicable statute the sum of \$350,000 for the facilities maintenance and improvement projects to the Town Hall, Police Station, Gleason Library and Department of Public Works facilities, all of which projects being expected to be completed by June 30, 2024;

or to take any other action related thereto. (SELECT BOARD/MUNICIPAL FACILITIES COMMITTEE)

Summary: This article would authorize the expenditure of \$350,000 on essential facilities and capital projects. The Municipal Facilities Committee has been working to prioritize the Town's needs for the past several years and this funding would by no means address that need completely. Working with the Finance Committee, the MFC has adopted a strategy of working with a fixed amount of funding on an annual basis and getting as much work out to bid as possible in any given year, considering the backlog of possible projects.

Finance Committee: Recommends passage of Article 16.

Select Board: Recommends passage of Article 16.

ARTICLE 17 – Amend Ch.59, s.5, clause 41A Senior Tax Deferral program requirements:

To see if the Town will vote to amend the parameters of the Senior Tax Deferral program, authorized under MGL Ch.59, Section 5, Clause 41A, by increasing the maximum income limit for participation from \$20,000 to \$62,000 annually and reducing the interest rate for repayment from 8% to 6%,

or take any other action related thereto. (SELECT BOARD)

Summary: The Carlisle Council on Aging and the Carlisle Board of Assessors are proposing changes to the Town's Senior Tax Deferral Program. This program, which is authorized under Mass. General Law, Chapter 59, Section 5, Clause 41A, allows cities and towns to offer property tax deferrals to residents 65 and older who meet program requirements. Eligible seniors may defer up to 50% of the fair market value of their property. The taxes are repaid with interest when the property is sold, or the taxpayer dies.

To be eligible for this program, the taxpayer must be living at the property, have owned and occupied property in Massachusetts for at least 5 years, and have been a resident of Massachusetts for at least 10 consecutive years. The statute sets an interest rate of 8% but gives cities and towns the ability to set a lower rate by vote of the legislative body. The statute also sets annual income eligibility at \$20,000 but allows this limit to be increased to a maximum of \$62,000 by vote of the legislative body.

The program is intended to help seniors in financial need remain in their homes by providing relief from property taxes, which is often their most significant expense. Carlisle has had no participation in this program for the past few years and has not adjusted either the interest rate or the income eligibility for this program. The Council on Aging and the Board of Assessors share a commitment to making it easier for seniors in financial need to remain in Carlisle. To this end they propose increasing the annual income eligibility to \$62,000 and decreasing the annual interest rate to 6%. They also propose that these two parameters be reviewed annually. These adjustments will communicate to senior residents that they are highly valued members of the community while not creating cash flow issues for the town.

Select Board: Recommends passage of Article 17.

ARTICLE 18 – Amend Green Cemetery Fees per MGL Ch.114, s.22-36:

To see if the Town will vote to approve amendments to the established fees at Green Cemetery as proposed by the Select Board acting in its capacity as Cemetery Commissioners, or take any other action related thereto. (SELECT BOARD)

Summary: The Select Board, as Cemetery Commissioners, has not increased fees at the Green Cemetery for many years. The current cost of a burial plot is \$100, plus an additional \$100 for Perpetual Care. A survey of several area communities showed most cemeteries charging \$1000 or more. Additionally, the \$200 burial fee does not cover the actual labor expense incurred by the Town, particularly for burials occurring on a weekend. The Board will put forth its recommendation in the Town Meeting Motions handout, which will be available shortly.

Select Board: Recommendation deferred to Town Meeting.

ARTICLE 19 – Approve CCHS Access Road paving and lighting:

To see if the Town will vote to approve \$853,665, or any other sum, of debt authorized by the Concord-Carlisle Regional School Committee for repaving and lighting of the access road as determined by the School Committee; provided, however, that this approval shall be contingent upon passage of a Proposition 2½ debt exclusion referendum under Massachusetts General Laws c. 59, § 21C(k) to exempt the Town's allocable share of the amounts required for the payment of interest and principal on said borrowing, or take any other action related thereto. (SELECT BOARD)

Summary: This article provides Carlisle's share of the cost for paving the campus entrance road and improving external lighting on Concord-Carlisle Regional School District land. These costs will be assessed annually over a period of years consistent with the term of bonds to be issued by the District with debt service expected to commence in FY23.

Finance Committee: Recommends passage of Article 19.

Select Board: Recommends passage of Article 19.

ARTICLE 20 – Amend the General Bylaws to Change the Name of Council on Aging to Council on Aging and Human Services:

To see if the Town will vote to amend the General Bylaws by striking the term "Council on Aging" wherever it may appear in said bylaws, and inserting in place thereof, the term Council on Aging and Human Services, or take any other action related thereto. (SELECT BOARD)

Summary: The Carlisle Council on Aging (COA) provides programs, services, and support to residents aged 60 and older, and helps residents of any age access public benefits, emergency financial assistance, and social services. While our programming is focused on the needs of the senior community, we provide transportation to residents with disabilities of any age, and assist younger residents and families with fuel assistance, nutrition support, and other social service needs.

In FY 2022 the COA was reorganized to include four full-time staff, including a Social Services Manager. At the same time, our grant from the Concord-Carlisle Community Chest included funds designated for residents under 60 in addition to the funds to support seniors.

While most seniors in Carlisle are familiar with the Council on Aging, non-senior residents are not fully aware of the scope of our services. In order to more accurately reflect this scope and reach more residents under 60, the COA Board of Directors proposes to change the department's name to the Carlisle Council on Aging and Human Services. This is consistent with what a number of other Massachusetts towns have done, as COA's are often the human services department within the town.

This name change will not alter our ongoing commitment to meeting the needs of Carlisle's seniors but is intended to communicate that our services and support are available to all residents in need.

Select Board: Recommends passage of Article 20.

ARTICLE 21 – Accept MGL Ch.33, s.59 re Military pay for Town Employees called to Active Duty:

To see if the Town will vote to accept the provisions of M.G.L. c. 33, §59, to provide for pay for Town employees during terms of military service as permitted by statute, or take any other action related thereto. (SELECT BOARD)

Summary: The current policy is to pay employees on military leave up to 2 weeks in each calendar year, but the pay is the employee's regular salary minus the amount received from the military. If we vote to accept this statute, then we will be giving employees on military leave up to 40 days' paid leave and no loss of benefits in a fiscal year for training and drills, and continued pay and no loss of benefits for up to 30 consecutive days if called out for state or national emergency or disaster, to repel invasion, or to suppress insurrection. Employees on military leave more than those periods of time are still entitled to pay from the Town but it is decreased by the amount of military pay the employee receives.

Select Board: Recommends passage of Article 21.

ARTICLE 22 – Accept MGL Ch.32B, s.9D ¾; Town to provide up to 50% of health insurance premium cost for surviving spouse of insured employee:

To see if the Town will vote to accept the provisions of M.G.L. c. 32B, §9D³/₄, to provide for continued health insurance premium contributions to the surviving spouses of insured Town employees, or take any other action related thereto. (SELECT BOARD)

Summary: Currently, the surviving spouse of an insured Town employee who passes away must pick up 100% of the cost of health insurance after the employee's death which the Select Board believes is an unfair burden to a family that has already suffered a loss. Passage of this article will allow the Town to continue to pay its share of the health insurance premium.

Select Board: Recommendation deferred until Town Meeting.

ARTICLE 23 – Appropriation for MUNIS CASH module: To see if the Town will vote to raise and appropriate, the sum of \$7,500 to be expended by the Treasurer to acquire an additional software module for the MUNIS accounting system, or to take any other action related thereto. (SELECT BOARD)

Summary: MUNIS is an enterprise resource planning software package that the town uses to manage various accounting, financial management, and related functions. The purchase and implementation of the MUNIS Cash Management module will automatically integrate the Treasurer's cash book with the MUNIS general ledger. This integration will provide real-time insight into financial transactions for strategic decision making; provide operational efficiency, effectiveness, and responsiveness; provide consistency of data and processes; improve financial controls; and increase compliance with local, state, and federal requirements.

Finance Committee: Recommends passage of Article 23.

Select Board: Recommends passage of Article 23.

ARTICLE 24 – CPA Annual Recommendations: To see if the Town will vote to act on the report of the Community Preservation Committee and to appropriate or reserve for later appropriation monies from the Community Preservation Fund annual revenues or available funds, for the administrative expenses of the Community Preservation Committee, the payment of debt service, the undertaking of community preservation projects and all other necessary and proper expenses for the year, and to authorize the Select Board and Conservation Commission to enter into all agreements and execute any and all instruments necessary to acquire, convey, or accept as the case may be, appropriate historic preservation restrictions for historic resources and conservation restrictions for open space, in accordance with Chapter 184 of the General Laws, to be in compliance with the requirements of Chapter 44B, Section 12 of the General Laws of the Commonwealth, or to take any other action related thereto. (COMMUNITY PRESERVATION COMMITTEE)

Summary: Specific Community Preservation Committee recommendations will be available in the Motions handout at the April 25, 2022 Annual Town Meeting.

Finance Committee: Recommendation deferred until Town Meeting.

Select Board: Recommendation deferred until Town Meeting.

ARTICLE 25 – **Bylaw Amendment Fall Special Town Meeting:** To see if the Town will amend its General Bylaws by adding a new Section 2.1.1 to provide for a regular fall Special Town Meeting, or take any action related thereto. (CARLISLE GOVERNANCE TASK FORCE)

Summary: The purpose of this Warrant Article is to create a second town meeting to be held in the fall to consider non-budgetary warrant articles. This change could enable the Select Board to better manage the number of Warrant Articles considered during the spring Annual Town Meeting and allow non-budget related issues that come up in the spring and summer to be heard in a more timely manner. This change will likely reduce the need for multi-night Annual Town Meetings in the spring and increase the chances that busy citizens will be able to attend at least one Town Meeting each year. The Select Board would not be required to call a fall Special Town Meeting if there is no pressing business to discuss.

Select Board: Recommends passage of Article 25.

ARTICLE 26 – **Term of Town Governance Task Force:** To see if the Town will vote to authorize the continued operation of the Town Governance Task Force through the earlier of a fall Town Meeting in 2022, or December 31, 2022, after which time it shall be dissolved, or take any action related thereto. (CARLISLE GOVERNANCE TASK FORCE)

Summary: Passage of this article would create an extended term for the Carlisle Governance Task Force which was not included in the Motion that was adopted at the 2021 Annual Town Meeting and allows for some unfinished work to be completed.

Select Board: Recommends passage of Article 26.

And in the name of the Commonwealth of Massachusetts you are hereby further required to notify and warn the inhabitants of the Town of Carlisle, qualified as aforesaid, to go to Carlisle Town Hall at 66 Westford Street in said Carlisle on Tuesday, the 10th day of May, 2022 between the hours of seven o'clock in the morning and eight o'clock in the afternoon and there to vote on the following:

TOWN ELECTION

7:00 A.M. TO 8:00 P.M.

<u>ELECTION OF OFFICERS</u> – To see if the Town will vote on the election of the following Town Officers:

Select Board	two for a term of three years
Board of Assessors	one for a term of three years
Board of Health	two for a term of three years
Library Trustees	one for a term of three years
Planning Board	three for a term of three years
School Committee	two for a term of three years

Question 1: Shall the Town of Carlisle be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay the Town's allocable share of the bond issued by the Concord-Carlisle Regional School District for improvements including the design and reconstruction of the High School access road?

And you are directed to serve this Warrant by posting a true and attested copy thereof at the Town Hall and at the Post Office in said Town of Carlisle at least seven days prior to the time of holding said Meeting.

THEREOF FAIL NOT and make return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of holding the Meeting aforesaid.

Given under our hands this 29th day of March in the Year of Our Lord 2022.

SELECT BOARD
Barbara T. Arnold, Chair
David Model, Vice Chairman
Nathan C. Brown, Clerk
Luke R. Ascolillo
Katherine T. Reid

A True Copy Attest:	
, Constable	
Middlesex, ss.	
PURSUANT TO THE WITHIN WARRANT, I have notift of Carlisle by posting up attested copies of the same at the Bulletin Board in said Town at least seven (7) days before	United States Post Office and on the Town
	Constable of Carlisle
Date Posted:	

SELECT BOARD

66 WESTFORD STREET

CARLISLE, MA 01741

PRSRT STD ECRWSS EDOM U.S. Postage PAID BROCKTON, MA Permit# 1000

POSTAL PATRON

CARLISLE, MA 01741